



CVQO & VQU Briefing Sheet

For

ILM Level 2 Award in Leadership & Team Skills

This qualification is designed to help you boost your performance as a team member and help you make the transition from working in a team to leading a team. If you are a practising team leader, it will help you be more effective and confident in your role.

Results for you

- Learn and develop core leadership and management skills
- Put these skills into practice during your secondment and upon return to your workplace
- Improve your team's performance
- Gain a nationally recognised qualification

Benefits for employer

- Effective and confident first line managers
- Effective relationships and communications within teams
- Measurable results with transferable business skills

Eligibility

- You need to attend and complete the Cadet JNCO course
- 70% of the award requirement is achieved through the course
- Remaining 30% of assessment criteria is achieved through written work
 - 3 x short answer questions on:
 - Developing yourself as a team leader
 - Planning and monitoring work
 - Developing the work Team
- All of the above criteria you regularly demonstrate through your cadet role



How to apply

- To register for either of these qualifications please complete the CVQO application form and hand this to your Course Director / HKACC VQU
- HKACC VQU will forward to CVQO
- HKACC VQU will issue you with your ILM resources
- Upon receipt of your application, CVQO will enrol you with the Award Body (ILM), process your registration and payment will be taken then
 - The fee is £230.
 - If paying by instalments 50% of the full registration fee must be paid at point of registration. The remaining balance maybe paid in no more than two further instalments
 - Payment can be made by Electronic Bank Transfer or via PayPal. CVQO will forward a link for PayPal options
 - Any international bank charges must be paid by the Learner
- Retrospective application is permissible
- Further information can be obtained from CVQO Adult Awards Department or HKACC VQU Team.